

**FRANKLIN COUNTY  
DEPT of JOB and FAMILY SERVICES  
1721 Northland Park Ave.  
Columbus, OH 43229**

**J O B   A N N O U N C E M E N T**

**POSITION TITLE:** IT Operations Manager  
(Non-Bargaining)

**PCN:** 100800

**DEPARTMENT:** Information Technical Support

**P. R.:** N21

**REPORTS TO:** Director

**RESPONSIBILITIES:** Reports to the Director of DJFS and in conjunction with the OMB CIO guidance, manages all sections of the Information Technologies Services Department. Provide input to the JFS Director and OMB CIO in determining budget and staffing needs, maintains day-to-day operations, implements cooperative projects and maximizes resource utilization with the County Data Center. Assist executive staff and OMB CIO in establishing policies and procedures; supervises supervisory personnel. Assist leadership in establishing, evaluation and maintaining quality control and production standards; setting priorities; developing procedures for operations of units; ensuring critical systems are operational, troubleshooting escalation plans are followed, and data is backed up. Work with the Director of JFS and OMB CIO in assisting the executive staff in developing solutions relating to the implementation of various programs and projects where computer-based technology deployment, software development, and maintenance is required. Assist JFS executive team and the OMB CIO in long-range planning for programs and resources. Prepare plans for facilities, supplies and equipment to meet current and forecasted needs of units. Evaluate hardware and software in terms of efficiency, feasibility, and cost. Make recommendations for appropriate updating of such systems. Attend policy and planning sessions internally at the county and state level. Interviews and selects employees for positions within the unit. Trains new personnel, assigns and reviews work, evaluates performance and assists employees with personnel problems. Complete periodic reports of unit activities. Prepares correspondence, assists fiscal staff in preparation of budgets, cost analyses and other fiscal materials and maintains fiscal controls.

**MINIMUM QUALIFICATIONS:** Bachelor's degree in computer science, business, or related field with six years application and database development experience; or any equivalent combination of training and experience.

**STARTING SALARY:** \$ 33.00 per hour, 180 day probationary period.  
Plus a Comprehensive Benefits Package

**DATE POSTED:** Thursday, February 23, 2012

**DEADLINE TO APPLY:** Until Filled

If interested, please go to [www.franklincountyohio.gov/Commissioners/hr](http://www.franklincountyohio.gov/Commissioners/hr) and apply on-line.

-EOE-